



**Board Meeting Minutes
April 25, 2007**

The Cabarrus Health Alliance Board met on Wednesday, April 25, 2007, 12:30 p.m., at NorthEast Medical Center, Medical Arts Building, Conference Room #3, 920 Church Street, North, Concord, North Carolina.

- PRESENT:** Board Chairman: Charles Phillips
Board Members: Carolyn Carpenter
Jessica Castrodale
Allan Krusell, MD
Robert Silver, MD
- ABSENT:** Board Members: Mark Nantz
Jonathan Zsambeky, DDS
- STAFF PRESENT:** Dr. William F. Pilkington, Public Health Director
Dianne Berry, Clerk to the Board

Other Staff Present: Betty B. Braxton, Gina Goff, Tammie Harkey, Jan Odell, Jo Ann Reed, David Troutman, Capitola Stanley

CALL TO ORDER

Chairman Phillips called the meeting to order at 12:30 p.m. and gave the invocation.

APPROVAL OF AGENDA

There were no changes to the agenda.

APPROVAL OF MINUTES

Mrs. Carpenter made a motion to approve the minutes of the February 13, 2007 Cabarrus Health Alliance Board meeting. Upon a second by Dr. Silver, the motion was unanimously approved.

CONSENT AGENDA

Mrs. Harkey reviewed the budget revisions and amendment requests.

\$780.00 – HIV/STD Branch approval of requested budget realignment for BET (Better Educated Teens)

\$3,000.00 – Move funds to appropriate lines to cover expenses (Information Technology Systems)

\$15,313.80 – Funds received from Division of Environmental Health for 100% compliance with mandated inspections of food and lodging establishments for 2005-06 (Food & Lodging)

\$23,242.00 – Title X one-time bonus funds from the NC Statewide Family Planning Program for any Title X approved expenditure, including purchase of contraceptives, pap tests, and provision of sterilizations. (Family Planning)

\$102,000.00 – Adjusted line items to cover expenses (Home Health)

\$164,499.00 – Robert Wood Johnson Foundation funds granted for the Common Ground: Transforming Public Health Information Systems. Total grant \$598,756. (Information Technology Systems)

Mrs. Carpenter made a motion to approve the budget revisions and amendment requests as presented. Upon a second by Mrs. Castrodale, the motion was unanimously approved.

1 **NEW BUSINESS**

2 **ESTABLISHMENT OF FEES FOR DRINKING WATER WELL PROGRAM**

3 David Troutman, RS, CHA Environmental Health Director, noted that on February 13, 2007, the
4 CHA Board approved Cabarrus County rules for drinking water wells to become effective at the
5 end of April 2007. He reviewed the list of fees proposed to recover the cost of operating the
6 program. The fees included: Application for Drinking Water Well Only - \$75; New Drinking Water
7 Well Permit (includes sampling) - \$325; and Existing Well Head Inspection - \$60.00. Mr. Troutman
8 also reviewed a list of the existing fees in place for private well water samples.

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10 Mrs. Carpenter made a motion to approve the establishment of fees for the drinking water well
11 program. Upon a second by Dr. Krusell, the motion was approved unanimously in a voiced vote
12 4:0.

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14 **OUTCOMES BASED QUALITY IMPROVEMENT (OBQI)**

15 Jo Anne Reed, RN, MSN, Home Health Director, reviewed a report from a study done on a case mix
16 profile for the Risk Adjusted Outcome Report for Cabarrus Health Alliance Home Health, for fiscal
17 year 2005-06. Data from Home Health records was evaluated according to the guidelines set forth
18 by the Carolinas Center for Medical Excellence Outcome Based Quality Improvement Plan. The
19 focus of the improvement plan was to reduce avoidable acute care hospitalizations incurred by
20 Cabarrus Health Alliance Home Health patients and improve the patient quality of care. Mrs. Reed
21 noted that Cabarrus Health Alliance Home Health is a premier campaign participant in the Home
22 Health Quality Improvement National Campaign. She also stated that Cabarrus Health Alliance
23 Home Health will establish a leadership committee to develop and implement best practices
24 according to the outcomes specific to the agency, and staff education and outcome monitoring
25 will be ongoing. Chairman Phillips noted that the degree to which Home Health is examining its
26 practices is impressive.

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28 **LETTERS TO STATE AND NATIONAL LEGISLATORS SUPPORTING FUNDING FOR THE STATEWIDE
29 HEALTH PROMOTION PROGRAM AND HEALTHY CAROLINIANS PARTNERSHIPS**

30 Gina Goff, Executive Director, Healthy Cabarrus, explained that through Healthy Carolinians
31 partnerships, communities unite and mobilize partners to collaboratively address community
32 health needs. Legislative funding is important foundational support for these partnerships and
33 helps them leverage additional funds. She requested CHA Board support for House Bill 25, Healthy
34 Carolinas Funding, through letters to be sent to our North Carolina House of Representatives,
35 Senator, and Congressman.

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37 Mrs. Carpenter made a motion to approve CHA Board support for the Statewide Health Promotion
38 Program and Healthy Carolinians Partnerships and letter of endorsement for continued legislative
39 funding. Upon a second by Dr. Krusell, the motion was unanimously approved.

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41 **PRELIMINARY BUDGET AND RECOMMENDATIONS FOR BENEFITS FY 2007-08**

42 Tammie Harkey, Finance Director, reviewed the preliminary budget for FY 2007-08, with a
43 projected deficit not covered by fund balance appropriations. She reviewed a list of fifteen new
44 positions requested, with only seven being revenue generating. Mrs. Harkey noted that the FY
45 2007-08 budget includes a request for two new agency vehicles (\$26,000) and the purchase of
46 some new dental equipment (\$33,000). Mrs. Harkey stated that, due to the projected budget
47 deficit, she wanted to show the Board the numbers, and let the Board make decisions.

1 Betty Braxton, Human Resources Director, reviewed with the Board information on the number of
2 employees currently receiving benefits, and a cost comparison of insurance benefits in FY 2006
3 and recommendations for 2007. Mrs. Braxton also reviewed benefits options for FY 2007, and
4 proposed cost-saving strategies for Health Insurance, 401(k), and Sick Leave. Chairman Phillips
5 stated that CHA needs to be competitive for new hires, and we need to get a sense of the best
6 approach to take based on market conditions. Mrs. Braxton responded that the trend is shared
7 costs for part-time employees. Dr. Krusell stated that in order to make decisions, the Board
8 needed something more concrete. Mrs. Carpenter added that cutting benefits is better than loss
9 of jobs. The CHA Board charged Dr. Pilkington and the CHA Senior Management Team to make the
10 best decisions for all concerned to balance the budget.

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12 **CLOSED SESSION**

13 Chairman Phillips made a motion to enter into Closed Session for the purpose of discussing
14 compensation and material terms of a proposed employment contract, pursuant to NCGS
15 143.318.11 (a) (5).

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17 The Cabarrus Health Alliance Board entered into closed session at 2:00 p.m.

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19 **ADJOURNMENT**

20 The Cabarrus Health Alliance Board reconvened into regular session at 2:20 p.m. There being no
21 further business to come before the Board, Chairman Phillips declared the meeting adjourned at
22 2:22 p.m.

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Charles C. Phillips, Chairman
Cabarrus Health Alliance Board

Dianne P. Berry
Clerk to the Board